

## **PUBLIC WORKS COMMITTEE MINUTES**

**1-22-15**

### **Call to order**

Todd Klahn called meeting to order about 6:25 pm.

Present: Chair Todd Klahn, Zach Leavy. Absent Trustee McNaughton.

Also Present: President Walsten, Trustee Hawkey, and Director of Public Works Mark A. Langer.

### **Approve committee minutes of 12-08-14**

Leavy moved to approve minutes of 12-08-14, second by Klahn and carried unanimously.

### **Crosswalk request Division St (mid-block)**

Public Works received a call from a resident on Division St asking for an additional crosswalk to be painted mid-block on Division St, pretty much in front of/across from the school. Langer showed a map of the area with the existing painted crosswalks now. There are two at Fourth and Division and three at Second and Division. The committee wondered what the reason was for the request. Langer said that the way he understood it was so that this person's child didn't have to walk to Fourth, cross Division and walk back to the school. Langer said he would not be in favor of adding this and (after discussion with) Chief Barger also is not in favor of this.

Discussion followed on the area, signage, crossing guards, completing sidewalk on Division to Second St., etc... The committee agreed that they would not be in favor of this.

### **Cemetery marker-perpetual care**

Langer said that Kim received a question about someone's family members marker and the way it's worn over the years (Civil War era), making it un-readable. The Village referred them to call a monument company.

The question arose, what does perpetual care cover? Discussion followed on plot ownership, deed wording, available funds, cemetery history, and definitions in the Village ordinance and cemetery policy. Committee was confident that "perpetual care covers "grounds" only.

*(After the meeting Chapter 16 was looked at and it says there is a "permanent care fund", and no perpetual care interpretation info was seen. The cemetery policies and procedures have no perpetual care info in it, and the deeds used for lot sales has no mention of perpetual care. Committees interpretation of grounds only should be good).*

### **Generator contract renewal-addition**

Handout was distributed (attached) on existing WWTP emergency generator yearly maintenance contract and Cummins proposal to extend it 3 more years (16, 17 & 18). Klahn moved, second by Leavy to recommend to Village Board to accept the contract extension. Motion carried.

Also on the handout was Cummins 3 year proposal for yearly preventative maintenance on the new generator at well#2. Langer said it's under warranty through 2015 and this would begin in 2016 and end in 2018 (matching the other contract dates). Klahn asked why it's a higher price than the WWTP generator. Langer said he thought because of the battery being spread out in the yearly expense, and he would verify. Klahn moved to recommend to Village Board to accept three year contract for well#2 generator, second by Leavy and carried.

*(Langer verified battery is included in the well#2 contract, also got price lowered \$8.00 more a year).*

### **Tire purchase with surplus sales funds**

Langer said that since the used loader tires sold so well that Public Works would like to use about half those funds for Bobcat tires that they would buy and probably need to install on the traded machine in 2016. (Langer explained how the equipment municipal trades have been working and what the Villages responsibilities are: tires, bucket, etc...). Four new tires would be \$740.00.

The committee agreed to purchase the tires after verifying with Clerk Straus that these funds were not a planned 2015 budgeted revenue.

*(Clerk verified that this was not a 2015 budgeted revenue).*

### **Smithfield Bathroom exterior paint**

This is just to let you know that the paint is beginning to peel on the exterior of the building and will need to be pressure washed off, primed and repainted if not this year then next year.

Committee discussed the design/art work done by children participating in the summer recreation program a few years back.

Public Works will have this work done when needed (2015-2016) and let recreation committee know about it in case they want to be involved again.

### **Mailbox ordinance-appendix I**

Langer distributed a handout with some changes and additions to the Mailbox Appendix I for the committees review. Clerk Straus had asked him to look at it before the last Board meeting with some concerns she had. Langer agreed with her and made some changes for review. After discussion the committee agreed to recommend and send this draft to ordinance committee. Langer will forward to them.

### **Community Building--Lighting/Focus on Energy**

The building had some upgrades to light fixtures in the gym, both lower level rooms and some scattered elsewhere in the building with a focus on energy program several years ago. The rest of them are not energy efficient and some need work /or replacement now (old clerk's office and PD). There are around 22 fixtures that would complete the upgrade.

Discussion followed and the committee agreed to proceed with obtaining prices and how much of the expense could be offset by focus on energy help and bring to Committee/Board for approval.

### **2014 Budget carry over funds**

Langer asked if the committee had anything they wanted to review in last year's budget and if any funds should be carried over into 2015? Discussion followed on these accounts: brush grinding, Green Co matching funds, sludge removal, engineering, hydrant replacement, and professional dues (why some are over and some are under).

Committee agreed that Langer should check with Clerk Strause and make sure that brush grinding, green co matching funds and hydrant replacement monies are carried over for use in 2015. Also see if some of the dues maybe in the wrong accounts answering the reason to above concern.

### **End of Year Reports**

Utilities and Public Works end of year reports were reviewed. Langer asked if there were any changes the committee may want on them, and they have been forwarded to President Walsten. Some noted items were: frozen laterals, wet test, WWTP lightning strike, BBC berm trees, mower and tire purchase.

### **2015 Street Repairs**

Langer distributed a map of the streets chip sealed in 2014 and the ones that could be done in 2015 (depending on prices/funds). The committee was asked if they wanted to use the same type of material used last year. They agreed to same material as last year.

Langer asked if they wanted bid out again or just go with Green County? Discussion followed, and the committee said get Green Counties price and then they will decide. If it's the same or near to last years they may just do that. The Committee said that they want the higher traffic road MM done for sure and if need to cut some out of the project go to less traveled roads and save them for 2016.

### **2015 Water Budget**

Langer asked if there was anything the committee had questions on in this budget otherwise it's just on the agenda for review and help on the next item. No issues discussed.

### **Water rates case study**

This has been asked to be tabled until after the audit is completed in March. After some discussion the committee agreed. Langer said that a motion should probably be made for the records when the Board/Finance make their decision on this, and the sewer connection fee coming up on agenda. .

### **2015 Wastewater Budget**

Langer asked if there were any questions on this budget and it's also on the agenda to help with next few items. No issues discussed.

**WWTP Scada update**

Langer said that Leif is proceeding with this, he has the computer and has received the pricing back for the software and installation.

**Sewer Ordinance**

The committee reviewed the sewer ordinance revisions from Strand (this and next two items in Strand Letter handout) and Village staff. Leavy moved to recommend to Village Board to approve the sewer ordinance, second by Klahn and carried.

**Sewer Connection Fee**

Committee discussed merits of raising this fee. Clerk Straus was getting local area comparisons. After discussion the committee agreed to hold off on this until sometime after March.

**Sewer surcharge**

Langer said that Strand recommends sewer surcharge rates be established for users that exceed typical domestic strength discharges. After discussion the committee agreed to wait on this item also, until sometime after March.

**Phosphorous compliance status**

Langer said items are progressing, (reviewed handout dated 12-30-14) the OER was done by 3-31-14. The OER/Compliance Alternatives Status Report is expected to be completed on time (3-31-15). Strand will be continuing work on the Preliminary Compliance Alternative plan (due 3-31-16) with some of this years budgeted funds.

**Utilities Report**

Noted items: Water tower RFQs due 1-30-15, Seasonal water running started, yearend reports, and Arizona State doing a study - our WWTP plant part of it.

**Public Works Report**

Noted items: Snow on sidewalks 12 letters sent out, holiday decorations down and stored, and ice rink flooded and usable.

**Next Meeting-Thursday 2-26-15 6:00pm**

Committee agreed that the fourth Thursday of the month at 6:00 pm will be used in 2015.

**Adjourn**

Leavy moved to adjourn at 7:20 pm. Second by Klahn and carried.

Respectfully submitted – Mark A. Langer, Public Works Director – 608-455-1842